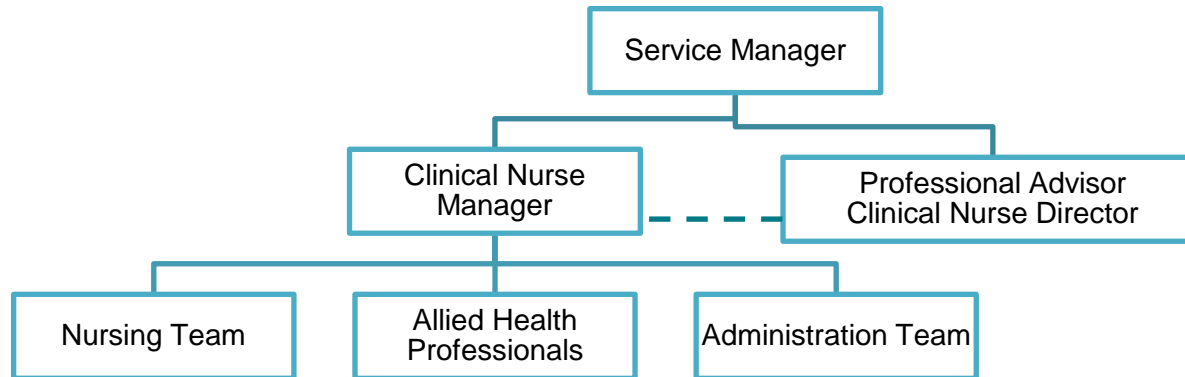


## POSITION DESCRIPTION

<b>Position</b>	<b>Community Mental Health Nurse – Lakes Opioid Treatment Service</b>	<b>Direct Reports</b>	Nil
<b>Responsible To</b>	Clinical Nurse Manager (CNM) – Te Ngako Community Mental Health & Addictions Service Service Manager, Mental Health & Addiction Services	<b>Location</b>	Rotorua and Taupō
<b>Financial Delegations</b>	Nil	<b>Date</b>	July 2023
<b>Relationships Internal</b>	All Mental Health Multidisciplinary Teams Clinical Director Psychiatry Clinical Nurse Director Mental Health Director of Area Mental Health Services (DAMHS) Director of Area Addictions Service (DAAS) Nursing Staff Medical Staff Allied Health Staff Administration Staff Duty Managers Maori Health Teams Clinical Nurse Educators Clinical Nurse Specialists Clinical Nurse Directors Other Departments	<b>Relationships External</b>	Service Uses, Caregivers, Family/Whanau, Iwi Representatives. Consumer & Family/Whanau Representatives Non-Governmental Organisations NGO Addiction Services Primary Health Organisation personnel General Practitioners (GP's) & Practice Nurses - Designated Primary Care Practices LinkPeople



**1. Primary Purpose(s) of the Position**

The Registered Nurse (RN) is responsible and accountable for the assessment, planning, delivery and evaluation of safe and appropriate nursing care. Provides nursing care based on the RN scope of practice, NCNZ competencies, Lakes policies and protocols and current best practice. Works collaboratively within the multidisciplinary team ensuring quality patient care and a safe client journey across the care continuum. To facilitate the delivery of effective clinical services ensuring quality patient care and a safe patient journey across the care continuum. To provide community nursing care based on current best practice and collaborative working within the interdisciplinary team

Nursing response to **Te Ara Tauwhirota** - “Pathways that lead us to act with kindness” (Model of Care) to provide the optimal environment and service to effect client’s wellness and recovery.

# Te Ara Tauwhirota - Pathways that lead us to act with kindness

## Model of Care for Mental Health and Addictions for Te Whatu Ora Lakes area

- **Tangata – People**
  - My experience matters
  - Family/Whānau as partners
  - Caring and well supported workforce
  - Connectedness
  
- **Tikanga –Values**
  - Te Ao Maori: Maori worldview
  - Protecting and promoting wellbeing
  - Easy quick access to help when I need it
  - Healing and recovery
  
- **Taiao – Environment**
  - A local service presence
  - Equitable outcomes



### Key Objectives

**Nursing Practice**  
 The Registered Nurse provides safe effective client care using professional knowledge and skills in accordance with the Registered Nurse Scope of Practice and Nursing Council of New Zealand competency requirements.

### Expected Outcomes

- Demonstrates continuing achievement of competencies within the four domains for a Registered Nurse with Nursing Council of New Zealand (NCNZ):  
<http://www.nursingcouncil.org.nz/content/download/263/1205/file/Nursing%20comp%20for%20RN.pdf>
  - Professional Responsibility;
  - Management of nursing care;
  - Interpersonal relationships;
  - Inter-professional health care and quality improvement.
- Maintains NCNZ requirements of an annual practicing certificate.
- Meets the orientation and ongoing knowledge and skill requirements for relevant clinical areas.
- Maintains currency in organisational core certification as relevant to the clinical area.
- Notify your manager of any changes to your scope of practice or conditions on practice (determined by NCNZ).

## Key Objectives

## Expected Outcomes

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	<ul style="list-style-type: none"><li>• Comply with any specific conditions on practice as determined by NCNZ.</li><li>• Maintains knowledge of and practices within the HPCA Act, code of conduct NCNZ and other governing legislation relevant to the nursing role.</li><li>• Practices within Lakes guidelines, protocols and Nursing Practice Standards.</li><li>• Meets the orientation and ongoing knowledge and skill requirements for relevant clinical areas.</li><li>• Provides specialist clinical care following the principles of the model of care <b>Te Ara Tauwhirotaunga – Pathways that lead us to act with kindness.</b></li></ul>
<b>Contribution to effective Service Delivery</b>	<ul style="list-style-type: none"><li>• Provides support to colleagues and the multidisciplinary team (MDT) to meet patient care and service needs.</li><li>• Is mindful of and responsible for the appropriate and cost effective use of resources in relation to allocated patients within the service.</li><li>• Undertakes and manages a specific portfolio of responsibilities as agreed with the CNM</li><li>• Actively facilitates and role models team working and flexibility between clinical and support staff members</li><li>• Works proactively with medical specialists and nurse specialists to ensure effective services to patients using the department.</li><li>• Provides care which enables effective patient journeys through the care continuum.</li></ul>
<b>Clinical assessment</b>	<ul style="list-style-type: none"><li>• The Clinician will obtain and review relevant information, orientate families, obtain any necessary consents, conduct and document initial and on-going assessment.</li><li>• Undertake such assessment within the framework of the multidisciplinary team.</li><li>• Considers biological, psychological, and ecological factors.</li><li>• Tailors assessment to the unique needs of the client/dyad/family.</li><li>• Maintains standards consistent with relevant professional Boards' Code of Ethics</li><li>• Seeks consent and appropriately follows Lakes Service policy and procedures.</li></ul>
<b>Formulation and Planning</b>	<ul style="list-style-type: none"><li>• The Clinician will collaborate with families and colleagues in identifying and prioritise areas for potential intervention, set goals, plan intervention(s), renew consent(s) (as required).</li><li>• Documents process and decision making.</li><li>• Psycho-diagnostic work demonstrates relevance to understanding and treatment planning.</li><li>• Consults as required.</li><li>• Discuss in detail with families the treatment options, and document the same.</li></ul>
<b>Clinical Intervention</b>	<ul style="list-style-type: none"><li>• Provides clinical consultation to Perinatal, Adult and Infant MH&amp;AS staff as required.</li><li>• Demonstrates strong clinical skills in the addictions field with the ability to provide talking therapy interventions</li></ul>

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## Key Objectives

## Expected Outcomes

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	<ul style="list-style-type: none"><li>• Provides consultation to other services within Lakes as appropriate.</li><li>• Provides liaison with designated community agencies and provides consultative services as appropriate.</li><li>• Ensures all consultations are clinically sound, safe, and well grounded.</li></ul>
<b>Family Consultation</b>	<ul style="list-style-type: none"><li>• The Community Mental Health Nurse will consult with and include family/whanau as appropriate.</li><li>• Regularly incorporates work with families/whanau into assessment and treatment,</li></ul>
<b>Team Communication</b>	<ul style="list-style-type: none"><li>• The Clinician will contribute to effective clinical interventions by the Multidisciplinary Team (MDT), and the functioning of the MDT.</li><li>• That the clinician is an integral member of the MDT, effectively communicating with other team members and participating in team and service procedures as required.</li><li>• Demonstrates an understanding and appreciation of the scopes of other disciplines.</li><li>• Accurately represents relevant discipline specific skills to others.</li></ul>
<b>Clinical Supervision</b>	<ul style="list-style-type: none"><li>• The Community Mental health Nurse will engage in regular clinical supervision, including Cultural Supervision (as appropriate)</li><li>• May provide clinical supervision as per Service policy.</li><li>• Receives clinical supervision on a regular basis as per Service policy.</li><li>• Actively participates in Peer Review activities.</li></ul>
<b>Quality</b>	<ul style="list-style-type: none"><li>• The Community Mental Health Nurse will actively pursue personal, professional and service focussed Quality Improvement opportunities</li><li>• Participates in development of and adheres to Quality Assurance Policies and Procedures.</li><li>• Participates in forums that develop Quality Assurance Policies, Procedures and Initiatives appropriate to the appointed role.</li><li>• Demonstrates commitment to principles of Continuous Improvement.</li><li>• Documents clinical care provision in accordance with professional Lakes standards.</li><li>• Maintains membership in relevant Professional Body</li></ul>
<b>Delegated Duties</b>	<ul style="list-style-type: none"><li>• The clinician will collaborate to identify and meet their learning/development needs, and will contribute to meeting the needs of other clinicians.</li><li>• Maintains up-to-date knowledge of clinical practice and related fields.</li><li>• Provides In-service training and teaching according to professional abilities.</li><li>• Develops an annual, personalised Professional Development Plan, and participates in Annual Performance Appraisals.</li></ul>

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## Key Objectives

## Expected Outcomes

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### Professional responsibility

- Accepts responsibility for ensuring nursing practice and conduct meet the standards of the professional, ethical and relevant legislated requirements
- Demonstrates the ability to apply the principles of the Treaty of Waitangi/ Te Tiriti o Waitangi to nursing practice.
- Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by nurse assistants, enrolled nurses and registered nurses not familiar with the mental health liaison nursing speciality.
- Promotes an environment that enables client safety, independence, quality of life and health.
- Practises nursing in a manner that the client determines as being culturally safe.

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### Management of Nursing Care

- Provides planned nursing care to achieve identified outcomes.
- Undertakes a comprehensive and accurate nursing assessment including risk assessment, formulation and management of clients in a variety of settings.
- Ensures documentation is accurate and maintains confidentiality of information.
- Ensures the client has adequate explanation of the effects, consequences and alternatives of proposed treatment options.
- Acts appropriately to protect oneself and others when faced with unexpected client responses, confrontation, personal threat or other crisis situations.
- Provides health education appropriate to the needs of the client within a nursing framework.
- Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care.
- Maintains professional development.

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### Interpersonal relationship

- Establishes, maintains and concludes therapeutic interpersonal relationships with client.
- Practises nursing in a negotiated partnership with the client where and when possible.
- Communicates effectively with clients utilising effective interviewing and counselling skills and establishing rapport and trust.
- Communicates effectively with members of the health care team, including a variety of effective communication techniques, employing appropriate language to context and providing adequate time for discussion.

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### Interprofessional health care and quality improvement

- Collaborates and participates with colleagues and members of the health care team to facilitate and co-ordinate care.
- Recognises and values the roles and skills of all members of the health care team in the delivery of care.
- Participates in quality improvement activities to monitor and improve standards of nursing.

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### Model of Care

Follows the principles of the Model of Care “Te Ara Tauwhirotaunga –

- Utilises Te Ara Tauwhirotaunga – “Pathways that lead us to act with kindness” model of care to engage with patients, visitors and multidisciplinary teams.

### Key Objectives

### Expected Outcomes

**Pathways that lead us to act with kindness.”**

- Incorporates and follows the principles of the model of care Te Ara Tauwhirotaunga into day to day business activities.

### Utilisation of Telehealth

Provision of patient centric care which will give patients the option of telephone or video appointments where there is no need for an in-person appointment.

- Service provision is in line with the New Zealand Health Strategy and the Nurse Executives of New Zealand Telehealth Position statement to provide care “closer to home”.
- Assist doctors and nurse practitioners to deliver care via video and phone.
- Advise patients in the use of tele-monitoring devices (where appropriate) and provide follow-up care to prevent unnecessary hospital admissions.

### Other Requirements

- Lakes is required to provide 24 hour services which at times may require you to change duties or redeploy to another unit/department to ensure safe patient care.
- This position description is not exhaustive and you may be requested to perform other reasonable tasks within your scope of practice.

### Key Objectives

### Description

### Expected Outcomes

#### Communication and Personal Interaction

##### Te Ringa Hora



*the open hand (denoting someone who is sociable)*

Openly communicates and cooperates with all levels of DHB employees, patients and visitors.

- Builds and maintains open respectful relationships.
- Openly and constructively participates in conversations with multidisciplinary team, patients, managers and visitors.
- Accepts differences of opinion can occur but these happen respectfully.

#### Strategy & Performance

##### Te Ringa Raupā



*the roughened hand (symbolising a hard worker)*

Spends energy on delivering role requirements and meeting objectives.

Organises own time to deliver on required tasks and duties.

- Has an energetic approach to work and is self-motivated.
- Accepts direction and instruction of manager but is able to work effectively without direct guidance.
- Maintains expected productivity in line with assigned duties.

## Key Objectives

## Description

## Expected Outcomes

### Development and Change Te Ringa Ahuahu



*the hand that shapes or fashions something (refers to someone who is innovative)*

Accepts change in day to day practices and contributes to decision making of the team.

Makes suggestions to increase efficiency of the unit.

- Constructively makes suggestions to improve process or practices and gain efficiencies.
- Demonstrates positive attitude and responsiveness to opportunities for improvement.
- Is solution focused.
- Undertakes and manages a specific portfolio of responsibilities as agreed with the CNM.

### Personal Accountability

#### Te Ringa Tōmau



*the hand that is trustworthy*

Is open with manager and colleagues and open to accepting feedback and critique to improve upon practice.

Looks for and undertakes development activities appropriate for role and career development.

- Offers and receives constructive critique of practice and self.
- Shows respect and establishes rapport when responding to the different needs of people and practice situations.
- Advises manager whenever issues may be impacting on performance.
- Recognises areas that could be improved in own practice and takes action to address those needs.

### Culture and Values

#### Te Ringa Taurima



*the hand that nurtures, encourages, supports*

Operates in line with Lakes values and expectations and professional codes of conduct.

- Demonstrates manaakitanga, respect, integrity and accountability in every day performance.
- Incorporates the Lakes Way into day to day business activities.
- Demonstrates the culture and the agreed behaviours of Te iti Kahurangi.
- Shows respect for patients, colleagues, managers, Multi-disciplinary team and others.



## Compulsory Requirements

## Expected Outcomes

### Māori Health

Māori philosophies and values of health are demonstrated in work practice.

- Meaningful relationships are established with Te Aka Matua (Rotorua and Taupo Hospitals) and Lakes Maori Health division in the planning and delivery of services.
- Practices are consistent with Te Tiriti o Waitangi /The Treaty of Waitangi when working with Māori.
- Delivery of safe services for Māori are facilitated by ensuring they can access treatment options and are involved in the planning and delivery of their care.
- Māori are enabled to access and participate in cultural activities provided by the Lakes.
- A commitment to improving the wellbeing of Māori by increasing cultural knowledge in the Lakes is shown.

### Te Iti Kahurangi

The Lakes Way, Our Place Our Culture.

- Works within the Te Iti Kahurangi framework and supporting guide document.

### Record Keeping

- Complies with the Lakes Corporate Records Management policy to create and maintain full and accurate records.

### Quality & Risk

Patient safety is paramount to the service we deliver at Lakes. This is to be achieved in a clinical governance framework that is culturally responsive and identifies and manages risk and opportunities to improve.

- Employees are supported to lead by example and implement a culture of continuous quality improvement.
- Risks that may prevent Lakes from achieving their goals are identified, reported, and managed.
- Māori patients are provided patient-centred care to achieve positive Māori health outcomes.
- Needs of Māori are reviewed and reported in the further development of practice, process and or policy.
- Evidence-based methodologies are used to support improvements, e.g. Kaupapa, Māori methodology.
- Quality care is provided to certification standards.

### Health & Safety

Each individual is responsible for ensuring the safety of themselves, their colleagues, patients and their visitors and to comply with all organisational health and safety policies, procedures and guidelines.

- Implementation and reinforcement of a proactive healthy work place culture which reflects relevant Lakes policy and legislative requirements.
- Healthy lifestyles are actively promoted and participated in, within the work area.
- Employees participate in Health and Safety within areas of work.
- Health and Safety activities are appropriately documented within specified timeframes.
- Health and Safety policies have been read and understood and are applied in the workplace.
- Health and Safety policies are appropriately documented within specified timeframes and incidents are reported immediately.
- Any opportunities for improving Health and Safety are reported and acted upon in a timely manner.
- All near misses/incident/accidents are reported to the appropriate line manager within 24 hours.

## Signatures:

### Line Manager:

Position Description Approved: \_\_\_\_\_

### Employee:

Acceptance of Position Description: \_\_\_\_\_

*(Please also initial all other pages to show acceptance of position description.)*

Person Specification	Essential	Desirable
<b>Education and Qualifications</b>	<ul style="list-style-type: none"><li>• Registration with the Nursing Council of New Zealand (NCNZ) with Mental Health scope of practice.</li><li>• Current Annual Practising Certificate in the appropriate scope.</li><li>• Post Graduate Mental Health Nursing Qualification.</li><li>• Ability to work with a wide range of Health Professionals in a general hospital setting.</li><li>• Proven ability to provide culturally safe nursing services.</li><li>• Experience in screening and assessment for mental disorder including risk assessment.</li><li>• Experience in short term solution-focussed therapeutic intervention.</li></ul>	<ul style="list-style-type: none"><li>• Qualification relating to area of practice.</li><li>• Demonstrated commitment to own professional development.</li><li>• Member of relevant professional organisation.</li><li>• Current drivers' license.</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Nursing experience – 3-years Post Registration with relevant Mental Health and Addictions Nursing experience</li><li>•</li></ul>	<ul style="list-style-type: none"><li>• A relevant tertiary qualification equivalent to Post-graduate Diploma Mental Health Nursing and Addictions.</li><li>• In some instances particular experience and/or on-the-job training may be required</li></ul>
<b>Knowledge</b>	<ul style="list-style-type: none"><li>• Te Tiriti O Waitangi in the provision of health care services and support to Māori.</li><li>• Te Tiriti O Waitangi in practice, process, policy development and decision making.</li><li>• Health and Disability Code of Consumer Rights 1996</li><li>• Health Information Privacy Code 1994</li><li>• Nursing Council of New Zealand Code of Conduct 2004</li><li>• Nursing Council of New Zealand Competencies for Scope of Registered Nurse 2005</li><li>• Treaty of Waitangi Act 1975 and its application to the health setting.</li></ul>	<ul style="list-style-type: none"><li>• Knowledge of Disability Support sector networks, Rehabilitation Sector and Maori systems and networks.</li><li>• Have an awareness of Iwi and Hapu within the boundaries of region.</li></ul>

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**Person Specification****Essential****Desirable**

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- Health Practitioners Competency Assurance Act 2003
- Human Rights Act 1993
- Te Whatu Ora Lakes Quality Framework
- Medicines Act 1981 and Medicines Regulation 1984
- Misuse of Drugs Act 1975 and Regulations 1977
- Health and Disability Service Standards (2008)
- Mental Health (Compulsory Assessment and Treatment) Act 1992
- Let's get real: Real Skills for people working in mental health and addiction (2008)
- Knowledge of the Mental Health and Addiction Service Development Plan (2012)
- Standards of Practice for Mental Health Nursing in Aotearoa New Zealand (2012 3rd ed) Knowledge and use of NZ Practice Guidelines for Opioid Substitution Treatment 2014
- Knowledge and use of Te Ariari o te Oranga: The Assessment and Management of People with Co-existing MH & Substance Use Problems 2010
- Knowledge of NZ Health Centre

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**Skills**

- Pronunciation of Te Reo Māori words and names.
  - Produces and maintains accurate records, notes and other documentation which are clear and up to date.
  - Consumer/Recovery focused
  - Statistical data maintained and submitted within relevant timeframes..
  - Computer literate and competent
  - Cultural sensitivity and safety
  - Able to react appropriately to the unpredictable nature of the work and the workplace
  - Advanced Problem solving abilities
  - Excellent oral and written communication
  - Ability to prioritise activities and needs
  - Professional demeanour
- Proficiency in tikanga and te reo.

## Person Specification

### Essential

### Desirable

#### Personal Attributes

- Ability to work independently (self-directed)
- Caring and compassionate attitude towards clients, whanau and co-workers.
- Motivated and self-directed.
- Excellent interpersonal skills.
- Prioritisation, time and workload management skills
- Works well within team to achieve collective outcomes.
- Contributes positively to the culture of the organisation, is a team player, takes direction and accounts for performance. Demonstrate a caring and compassionate attitude towards clients, whānau and co-workers

- Non-smoker preferred.



- Flexibility and lateral thinking.

## 2. About Te Whatu Ora – Lakes

At Lakes we place the highest value on the health and wellbeing of everyone in our community. As such all healthcare workers are expected to play a part in the creation and promotion of an environment which lives the following vision, mission and values:

### Vision

Healthy Communities – Mauriora! In this vision Mauriora refers to the Mauri - being the life essence and the source of well-being, and ora - describing the state of wellness.

### Strategic Mission

- Achieve equity in Māori health.
- Build an integrated health system.
- Strengthen people, whanau and community wellbeing.



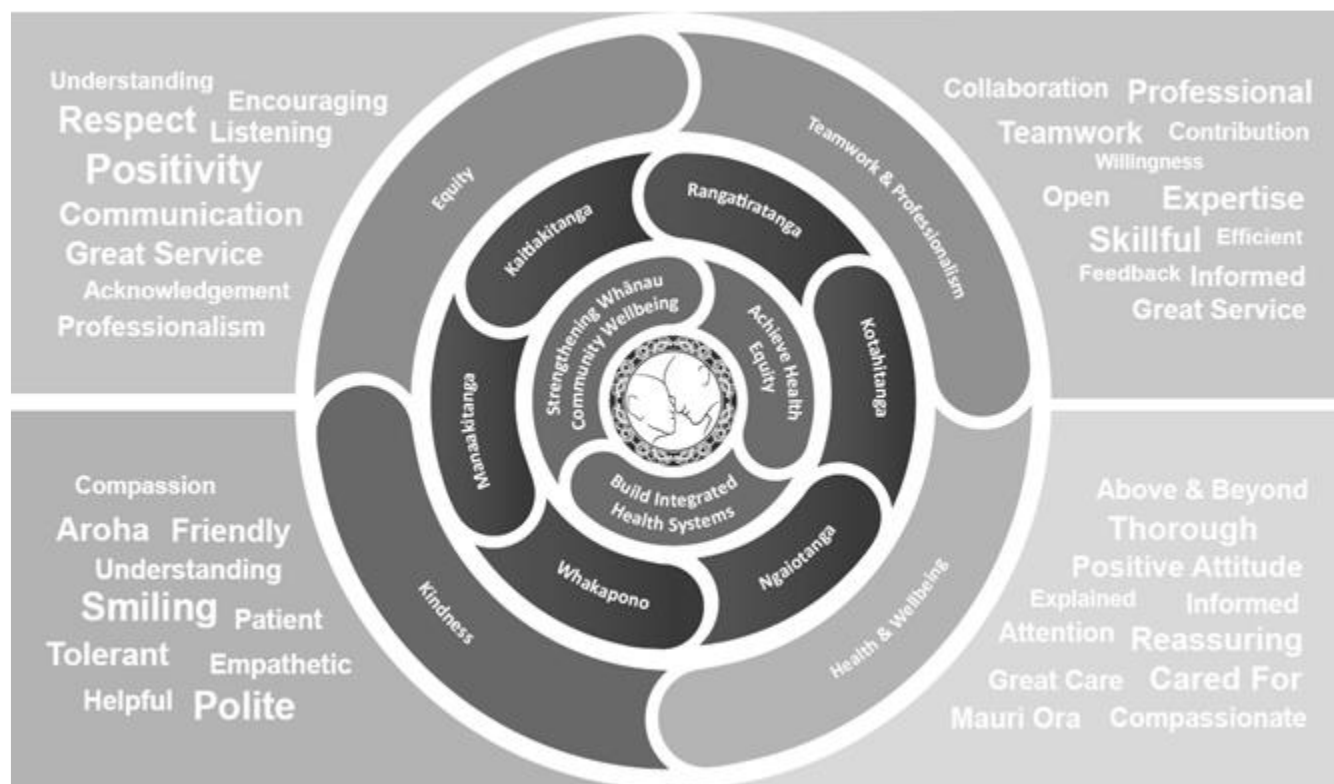
### Three Core Values

**Manaakitanga** Respect and acknowledgment of each other's intrinsic value and contribution.

**Integrity** Truthfully and consistently acting collectively for the common good.

**Accountability** Collective and individual ownership for clinical and financial outcomes and sustainability.

### 3. Te Iti Kahurangi – The Lakes Way, Our Place, Our Culture – We Will



### 4. Te Tiriti O Waitangi

#### Our expression of Te Tiriti o Waitangi

The text of Te Tiriti, including the preamble and the three articles, along with the Ritenga Māori declaration, are the enduring foundation of our approach to achieving health and independence. Based on these foundations, we will strive to achieve the following four goals, each expressed in terms of mana.

### Mana whakahaere

Effective and appropriate kaitiakitanga and stewardship over the health and disability system. Mana whakahaere is the exercise of control in accordance with tikanga, kaupapa and kawa Māori. This goes beyond the management of assets and resources and towards enabling Māori aspirations for health and independence.

### Mana motuhake

Enabling the right for Māori to be Māori (Māori self-determination); to exercise their authority over their lives and to live on Māori terms and according to Māori philosophies, values and practices, including tikanga Māori.

### Mana tangata

Achieving equity in health and disability outcomes for Māori, enhancing the mana of people across their life course and contributing to the overall health and wellbeing of Māori.

### Mana Māori

Enabling Ritenga Māori (Māori customary rituals), which are framed by te ao Māori (the Māori world), enacted through tikanga Māori (Māori philosophy and customary practices) and encapsulated within mātauranga Māori (Māori knowledge).

Lakes is committed within the framework of the New Zealand Public Health and Disability Act (2000) to supporting the Crown's commitment to upholding its Tiriti promises.

## 5. Organisation Structure

